

No. PL1 (A)/Mon/3697/2017

Office of the Chief Engineer,
Irrigation & Administration,
Thiruvananthapuram,
Dated : 26/06/2020.

Circular

Sub:- Irrigation department – Monitoring and Evaluation of works under
Various schemes – Order issued-reg

Read:- Nil

As part of stream lining the activities of the Department to achieve time bound result, Government has given instruction to monitor closely the day to day functions of all offices and activities at work site. In true line of this order, the following instructions are hereby issued for immediate and strict compliance.

1. All the Executive Engineers under Chief Engineer (Irrigation & Administration) shall submit fortnightly progress report of all works under Plan, Non Plan & other schemes (in separate excel sheet for each scheme) under their jurisdiction.
2. The Progress report of works executed is earmarked for previous 14 days progress starting from Monday to Second Saturday.
3. The Progress Report shall be submitted in electronic format only.
4. Reports received from official email id of the respective Office Head shall only be accepted and will be considered as due authentication of the respective office head.
5. The Progress report shall be submitted/uploaded by the respective Executive Engineers in the email id *ceirrgnprogress@gmail.com* on every alternate Tuesday before 12:00 noon .
6. Compiled report will be uploaded in the Official website of the department on all alternate Wednesday at 5.00 PM.
7. Progress report of all works costing more than 5 Crores shall be accompanied with photographs depicting present progress of the respective work.
8. All the activities with regard to collection, compilation of progress report and uploading of the same in the website shall be coordinated by the Executive Engineers Planning & IT cell, Irrigation works and the Joint Director, Project Monitoring of Chief Engineer, Irrigation & Administration.

9. All the Assistant Engineers under Planning, Works and Monitoring Divisions will have the responsibility to collect details from the concerned district assigned to them. All the Assistant Executive Engineers under the said division shall coordinate all the activities ie, collection and compilation of the progress report.
10. The progress report in this regard of each division for the time period between 15/06/2020 to 27/06/2020 shall be submitted in the email already mentioned before 30/06/2020 at 12 noon
11. The compiled Progress Report will be uploaded on 01/07/2020 at 5.00 PM in the Department Website.

Encl: 1) Proforma

2) The name of Assistant Engineers with Mobile number


26.06.2020
Chief Engineer

Copy to..

- 1) The Additional Chief Secretary to Water Resource with Covering letter.
- 2) Private Secretary to Minister.
- 3) All Executive Engineers under Irrigation & Administration.
- 4) IT Cell for publishing the Departmental Website
- 5) Stock file

Sl. No	Head of Account with Name of	Name of Work	Agreement No	Tender Excess / Below	Site Hand over Date	Date of Completion	Extension of TOC Details	Payment details	Name of Circle (Name of SE, Phone No.)	Name of Division (Name of EE, Phone No.)	Name of Sub - Division (Name of AEE, Phone No.)	Name of Section (Name of AE, Phone No.)	FS Details (Lakhs) Fs Amount, FS No. & Date	AS Details (Lakhs) As Amount, AS No. & Date	TS Details (Lakhs) Ts Amount, TS No. & Date	Bottle necks if any	Present Status of Work	Remarks
1	4711-01-103-99-FC	Rectification Works to RB of Killi River near Margin Free Market on u/s of Vazhayila Bridge in Karakulam Phase II							Irrigation South Circle, Thiruvana nthapura m	Irrigation Division, Thiruvananthapuram	Irrigation North Sub Division		14 order No. dated/2020	14 order No. dated/2020	14 order No. dated/2020			
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CHIEF ENGINEER, IRRIGATION & ADMINISTRATION

DETAILS OF ONGOING WORKS (PLAN) Please furnish the details in full in the given proforma itself with out changing the cell alignments or properties

SAMPLE ONLY

Handwritten signature

DETAILS OF ASSISTANT ENGINEERS RESPONSIBLE FOR COLLECTING THE PROGRESS OF WORKS
UNDER VARIOUS DISTRICTS

<u>Sl.No.</u>	<u>Name of Assistant Engineer</u>	<u>District in Charge</u>	<u>Phone number</u>
1	NOUSHAD M, IRRIGATION WORKS	Thiruvananthapuram	9895133696
2	ASWATHI S, IRRIGATION WORKS	Kollam	7012495733
3	K AJAYAKUMAR, IRRIGATION PLANNING	Pathanamthitta	9526837259
4	SAJIKUMAR B, MONITORING	Alappuzha	9633881676
5	PRANOY S RAJ, MONITORING	Kottayam	9746339053
6	ANEESH W, IRRIGATION PALNNING	Idukki	9497267424
7	MANU R, MONITORING	Ernakulam	9847290357
8	LEKSHMI V, IRRIGATION WORKS	Thrissur	8281686097
9	EASWARA SHARMA, IRRIGATION WORKS	Palakkad	7907107881
10	BALU R, IRRIGATION PLANNING	Malappuram	9447790989
11	SALIM K, IRRIGATION PLANNING	Kozhikkode	9544684384
12	LEKSHMI G D, IRRIGATION WORKS	Kannur	9447957391
13	ANEESH W, IRRIGATION PLANNING	Wayanad	9497267424
14	ASWATHY M P, IRRIGATION WORKS	Kasargod	9995689707

